

If you process, transport, or sell food products

BE ALERT

Consider these steps to help prevent problems before they occur.

- Make it as difficult as possible for a troublemaker to tamper with food products or ingredients in your facility.
- Verify that outside vendors or contractors (plumbers, pesticide applicators, maintenance and repair workers, etc.) who work in the plant are employed by the company you hired.
- Establish a liaison with the local law enforcement agency to be prepared in case of emergencies or disasters, and invite them to review your security measures.
- Secure your water supply system with locks on wellheads and pump houses, water storage tanks, etc.
- Assess your plant for potential sabotage of bulk ingredients. Be sure connections for bulk systems are locked and secure. For example, outer connections for liquid sugar, corn syrup, flour, etc. should always be enclosed or capped and locked.
- Keep entry doors and other entrances secure and locked where fire codes permit.
- Use an employee identification system and consider background checks on new employees.
- Restrict non-employees to areas where they cannot contaminate food products.
- Have visitors sign in, show identification and wear visitor passes. Maintain visitor roster for 6-12 months.
- Personnel who move freely throughout the plant (QA and production employees) should watch for signs of sabotage, including removed or disabled protective equipment such as screens, sifters, magnets or metal detectors.
- Remind employees to report anything unusual to supervisors.
- If your company receives a telephone threat about a specific product, tape-record or write down as closely as possible every word said. Then segregate that product completely until the threat has been investigated and confirmed or eliminated.
- Inventory your potentially hazardous chemicals. Store in secure or supervised inside areas. Secure bulk delivery systems. Don't make it easy for a disgruntled employee, copycat tamperer or terrorist to get chemicals and add them to the production system.
- Restrict all personal items from processing areas.
- For lab safety, maintain an up-to-date inventory of all hazardous chemicals and solvents and keep them secure. Keep pathogen cultures secure and lock the lab when it is not occupied. Do not allow lab materials, except sample collection materials, to be brought into the plant.
- Know your ingredient suppliers and have an inspection system for incoming ingredients. Develop accountability for all restricted ingredients such as nitrites, and for food allergens such as dairy, wheat, soy peanuts, tree nuts, eggs and fish.
- Encourage bulk haulers to leave their trucks and tankers in secure areas only. Remind them to close and lock all tank openings when unattended, and to inspect for tampering daily.
- Remind distribution drivers to frequently inspect their trucks for signs of tampering.

Planning for emergency management

- Establish a crisis management team and identify a crisis coordinator or team leader with backup.
- Develop and practice an action plan in case of a terrorist threat or tampering. Include an evacuation plan for plant employees and have a copy available in a locked compartment outside the plant for reference.
- Routinely review and update your emergency response plan and procedures.
- List 24/7 contact information for internal and external communication. Identify who should be notified and in what order, and what triggers notification. Include who/when to contact law enforcement officials, regulatory inspectors, etc.
- Identify a list of resources you may need in a crisis situation (for example, testing labs, medical experts, packaging consultants, legal counsel, public relations firm, insurance company, alternate ingredient suppliers, inspection agency, etc.)
- Have a recall plan in place and ready for use.
- Ensure that your record-keeping system will allow you to trace ingredients back and trace finished product forward.
- Build security into your HACCP plan so it is routinely monitored.



Report any unusual activity or threat to your local law enforcement office and Wisconsin Emergency Management

800-943-0003

Wisconsin Department of Agriculture, Trade and Consumer Protection Division of Food Safety